



***State of Washington  
Department of Transportation  
Notice to Consultants  
On-Call Geotechnical Services***

Washington State Department of Transportation (WSDOT) solicits interest from consultants interested in submitting a Statement of Interest to provide services for future On-Call Geotechnical.

The agreement value will be \$500,000.00 and the duration of the contract will be for three (3) years, with no new tasks assigned after the second year.

**Project Description**

The Geotechnical Branch of WSDOT intends to set up at least one, and possibly more, On-Call, negotiated hourly rate, agreement for Geotechnical Services with companies that specialize in performing geotechnical design. The geotechnical firm(s) must have a strong ability to provide complete geotechnical services beginning at scoping and conceptual levels; have the ability to provide field exploration services through their company or appropriate subs; perform geotechnical design for bridges, walls, cuts, fills, ferry terminals, and seismic issues; and evaluate potential constructability problems and develop contract specifications as appropriate to meet project needs.

The professional capabilities of consultants, directly involved with geotechnical work must include Professional Registration, where appropriate, and a demonstrable expertise in the specialized areas necessary to accomplish the services required. For these services, the consultant is expected to furnish all necessary field equipment, survey equipment, and other supporting equipment and consumables. The Consultant selected is expected to be able to plan, coordinate, and complete detailed field exploration programs including performing subsurface geotechnical investigations. Geotechnical borings may be performed by the State at the State's discretion or by the consultant. Each task shall require the preparation of a draft report for review and then a final report.

**Evaluation Criteria**

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for each of these projects. The following information and criteria will be used to evaluate and rank responses:

- Qualifications/Expertise of Firm(s) on Team;
- Qualifications of Proposed Project Manager(s);
- Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
- Firm's Project Management System (Prime Consultant Only); and
- References/past performances (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested. All scoring criteria will be rated on a scale of 0 (Low) to 20 (High.)

### **Submittals**

Consultants are invited to submit their RFQ at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of thirty (30) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (If charts and/or graphs are utilized text must be readable size font), and with type size no smaller than 12 point. The page limitation does not apply to the transmittal letter, front and back cover, the completed Performance Evaluation forms, and the completed Submittal Information Packet form(s.) Please provide only 1 copy of the completed Performance Evaluation forms and the completed Submittal Information Packet form(s.) These forms should be accompanied with your Letter of Transmittal and should be submitted under separate cover and not bound within your Statement of Interest.

The RFQ shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the RFQ on the cover of the submittal and the Transmittal Letter;
- Transmittal Letter;
- Completed Submittal Information Packet form for the Prime Consultant and all proposed Sub-Consultants (1 set);
- Completed Performance Evaluations for the Prime Consultant Only;
- Responsiveness to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the Revised Code of Washington (RCW) 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your submittals, whether mailed or hand-delivered, **must arrive at the following address no later than 5:00 pm on Tuesday, July 23, 2002:**

Mr. Michael B. Rice  
Director, Consultant Services  
Washington State Department of Transportation  
Capital View II Building, 2<sup>nd</sup> Floor  
724 Quince Street SE  
Olympia, WA 98504-7323

Any questions regarding the submittal process should be directed to the Consultant Services Office, at 360-705-7104.

Any questions regarding the technical aspect of this advertisement should be directed to Mr. David V. Jenkins at 360-709-5455.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan." The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Tuesday, June 25, 2002 and Tuesday, July 2, 2002.